

# **Finding Reports on the AFCIS Web Site**

Karl Gerhards USAFE

Larry Faems AFCIS

# Reports are created by

- The AF Reports Working Group (RWG)
- Members include a representative from each MAJCOM
- RWG creates reports as a committee and tests them at each rep's site for accuracy and improvements

# Where do you come in?

- You download the reports from the AFCIS site
- <https://afcis.ssg.gunter.af.mil/>
- You select the report you want
- You confirm which catalog the report runs against and that you have that catalog loaded
- You run the report

# Log into the ACFIS Web

**AFCSIS** - Microsoft Internet Explorer

Address: <https://afcis.ssg.gunter.af.mil/>

**AFCSIS**

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Password changed: Today

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**Phonebook**   
User:

**Action Items**   
**Acronyms**

**SPS v4.2 Deployment (recently posted files)**

<a href="#">4.2 Inc 1 Instrument Panel</a>	202KB	10/30/2003	<a href="#">Planning: »</a>
<a href="#">Instrument Panel</a>	201KB	10/16/2003	<a href="#">Planning: »</a>
<a href="#">Air Force Business Procedures »</a>	3.72MB	10/8/2003	<a href="#">Documentat »</a>
<a href="#">Air Force Business Procedures »</a>	1.36MB	10/8/2003	<a href="#">Documentat »</a>
<a href="#">Air Force Business Procedures »</a>	144KB	10/8/2003	<a href="#">Documentat »</a>
<a href="#">Air Force Business Procedures »</a>	396KB	10/6/2003	<a href="#">Documentat »</a>
<a href="#">Air Force Business Procedures »</a>	1.84MB	10/6/2003	<a href="#">Documentat »</a>
<a href="#">Air Force Business Procedures »</a>	1.89MB	10/6/2003	<a href="#">Documentat »</a>
<a href="#">Air Force Business Procedures »</a>	2.95MB	10/6/2003	<a href="#">Documentat »</a>
<a href="#">SPS v4.2 Deployment Wall Chart</a>	1.04MB	9/15/2003	<a href="#">Deployment »</a>

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# Click on the Site Map

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Address <https://afcis.ssg.gunter.af.mil/Portal/sitemap.asp> Go Links >>

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## Site Map

Use this page to quickly jump to other sections.

Add one or more of these sections to your My.AFCIS front page by clicking on the [Personalize](#) option in the menu at the top of this page.

### View?

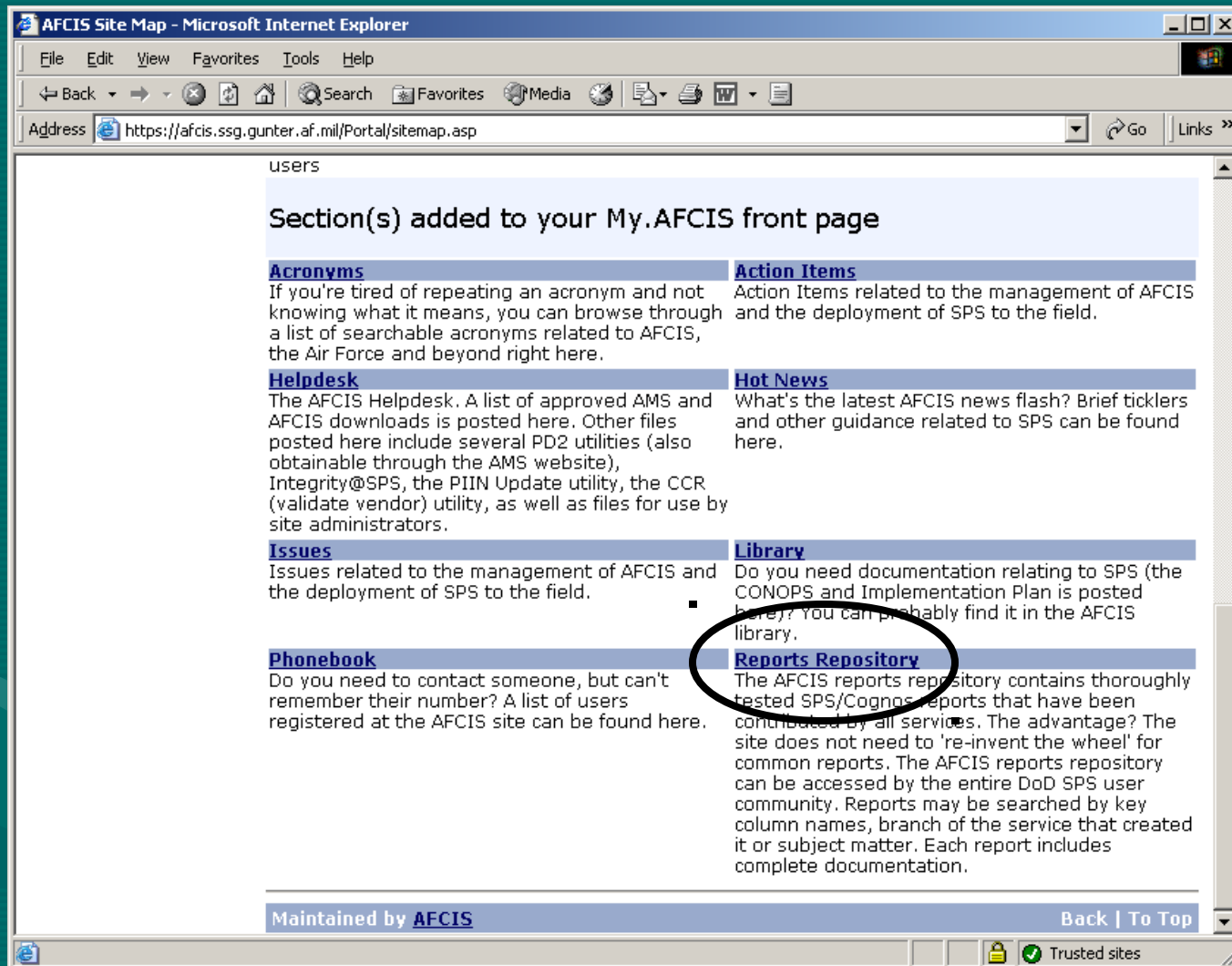
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[View Alphabetically](#)  
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### Section(s) not added to your My.AFCIS front page

- CCR**  
Do you want to see the validation status for a site's list of vendors? During the migration of vendor data from BCAS to SPS, a site was required to validate all vendor information using the CCR validate vendor utility. This validation information can be found here.
- Configuration Control Board (CCB)**  
View issues related to the Configuration Control Board.
- e-Business**  
The AFCIS e-Business Library which contains reference documents related to e-Procurement (the electronic purchasing activities employed to acquire materials, goods and services based on specific needs of the organization, and which ensures their delivery in a time frame that meets specific needs).
- Forum**  
The AFCIS message forum system contains discussion boards covering a multitude of topics including, but not limited to, SPS.
- Help Desk Tickets**  
AMS Help Desk Tickets. Do you ever need to view a Ticket or verify whether or not a Ticket exists? Are you curious about the SQL script associated with a Ticket? This type of information can be found here.
- Integrity@SPS**  
View Integrity@SPS requirements.
- Programs**  
Have you ever wondered about other DoD programs that are related to SPS? Program-specific information can be found here.
- Q&A**  
Hardware, software and other miscellaneous questions and answers related to the care and feeding of SPS can be found here.
- SPS Central**
- SPS Contacts**

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# Scroll to the Bottom



# Reports appear

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All DOD reports are to be submitted to [Larry Faems](#) (DSN 596-6090).  
The Air Force is posting these on a 'hold harmless' basis. This means that the Air Force does not stand behind the accuracy of these reports but is merely acting as a facilitator for the Reports Working Group.  
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Title	Size	Date Posted	Section	Author	Recycle?
 <a href="#">4.2 Actions not released (42 fy act not rlsd.zip)</a> 	44KB	10/21/2003	<a href="#">FY Closeout (FY )</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Award by Customer with PR (42 awd by customer with pr.zip)</a> 	63KB	10/21/2003	<a href="#">Award (AWD )</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Awarded Actions (42 awd all actions.zip)</a> 	71KB	10/21/2003	<a href="#">Award (AWD )</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Awarded Basic BPA"s (42 awd bpa basic.zip)</a> 	20KB	10/21/2003	<a href="#">Award (AWD )</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>

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[https://afcis.ssg.gunter.af.mil/Files/MilOnly/Reports/dunaway/42\\_awd\\_bpa\\_basic.zip](https://afcis.ssg.gunter.af.mil/Files/MilOnly/Reports/dunaway/42_awd_bpa_basic.zip)  Trusted sites



# Here's the OPRs

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 <a href="#">4.2 Open PR by Age (42 opr by age.zip)</a> 	111KB	10/21/2003	<a href="#">Open PR (OPR_)</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Open PR by Customer List (42 opr by cust list.zip)</a> 	148KB	10/21/2003	<a href="#">Open PR (OPR_)</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Open PR List (42 opr list.zip)</a> 	126KB	10/21/2003	<a href="#">Open PR (OPR_)</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Open PR with Clin (42 opr with clin.zip)</a> 	116KB	10/21/2003	<a href="#">Open PR (OPR_)</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">4.2 Open PR with Workload (42 opr wkld.zip)</a> 	58KB	10/21/2003	<a href="#">Open PR (OPR_)</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>
 <a href="#">Open Workload (OPR WKLD)</a> 	69KB	8/27/2002	<a href="#">Open PR (OPR_)</a>	<a href="#">GS-12 Tessie Dunaway</a>	<input type="checkbox"/>

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    [Misc](#)  
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
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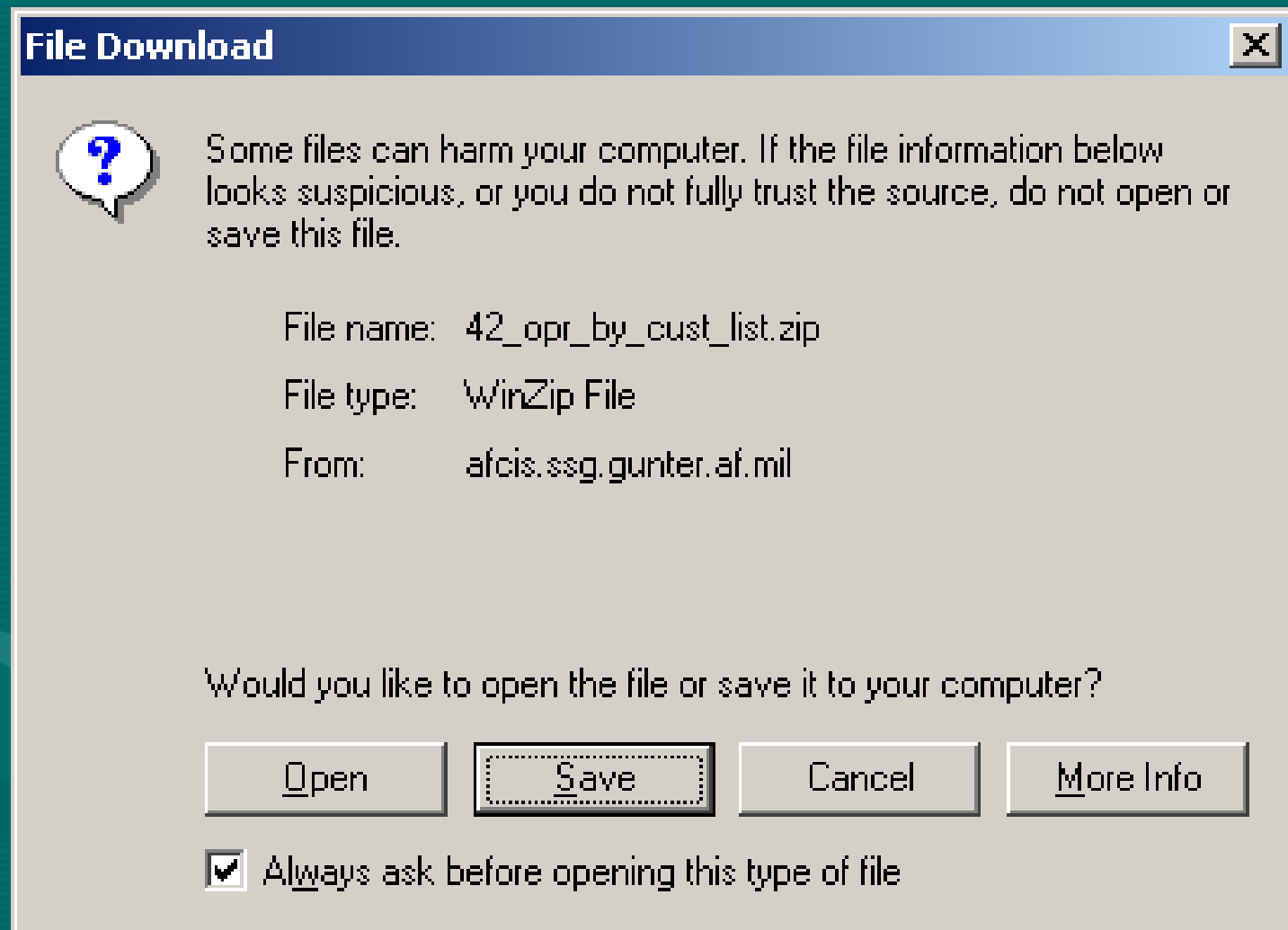
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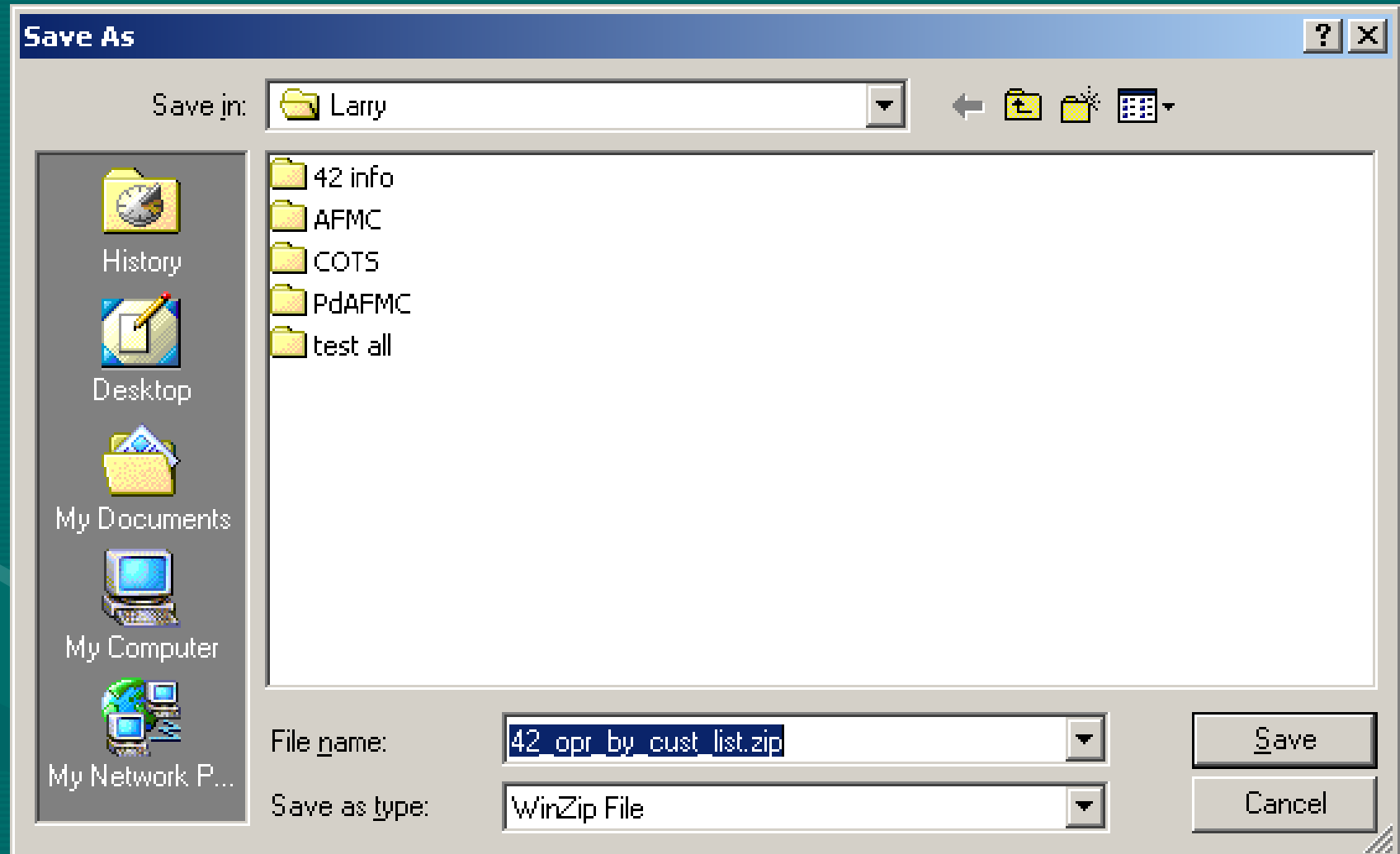
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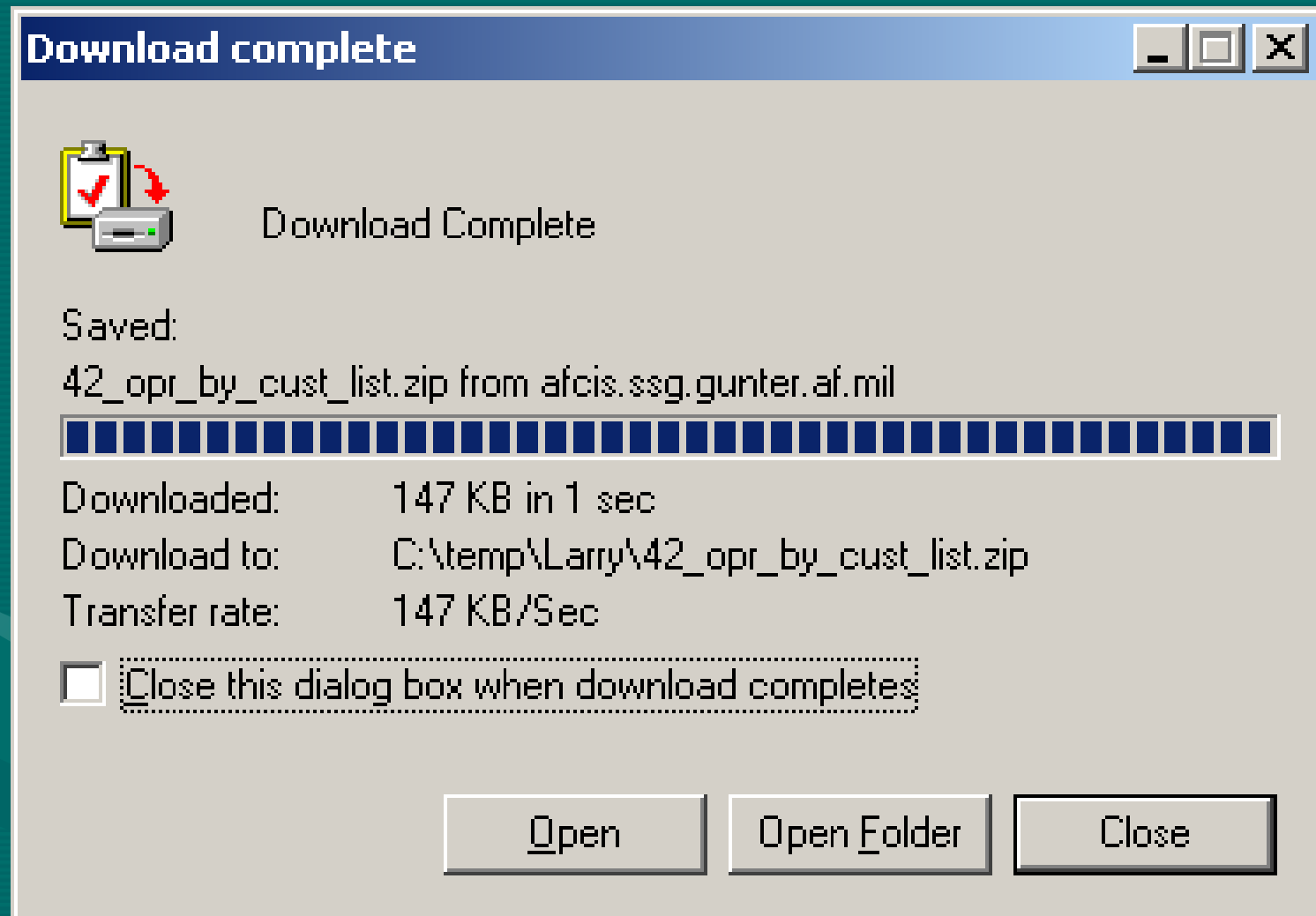
# Decide Where to Save It



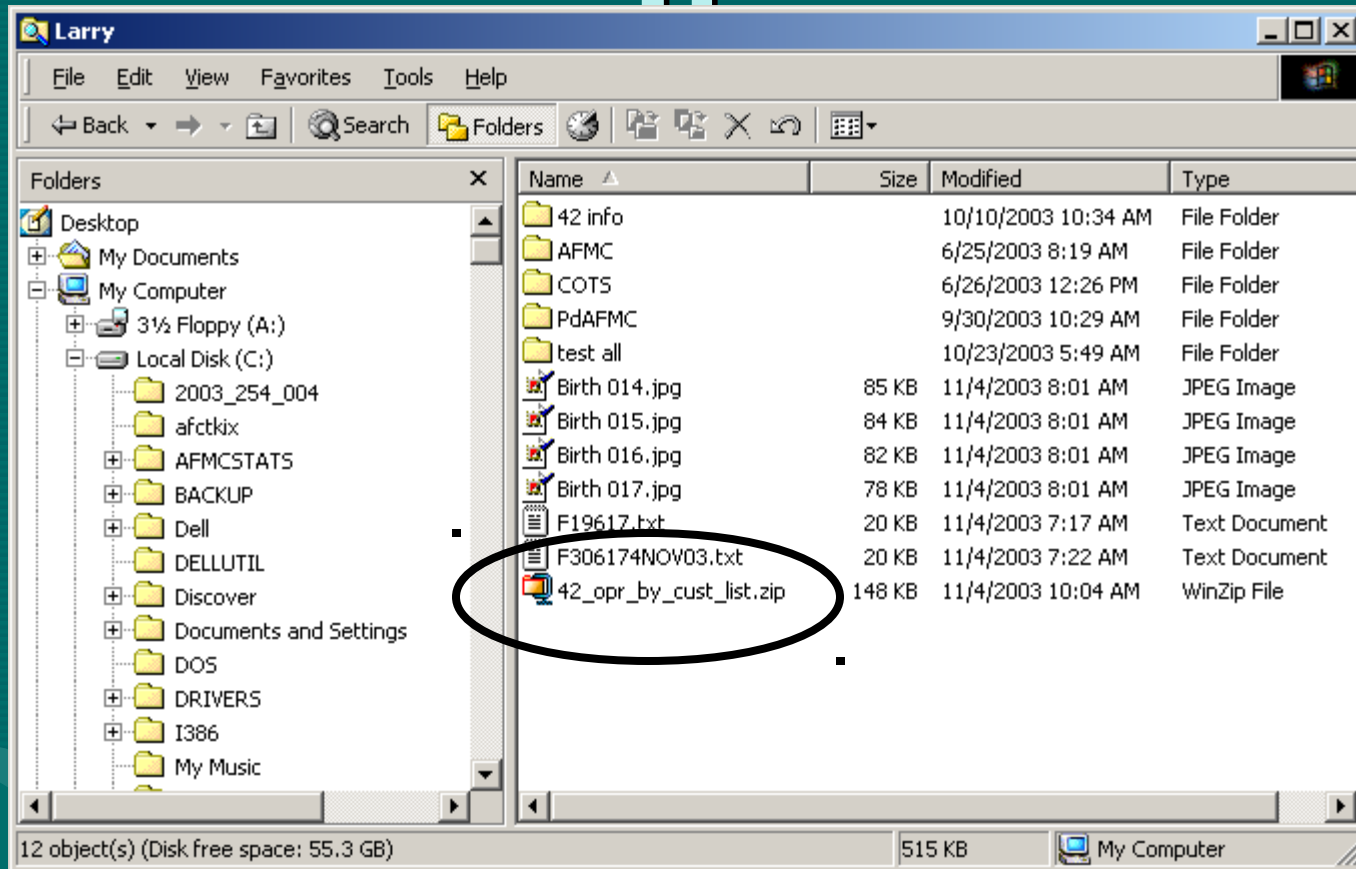
# Save It



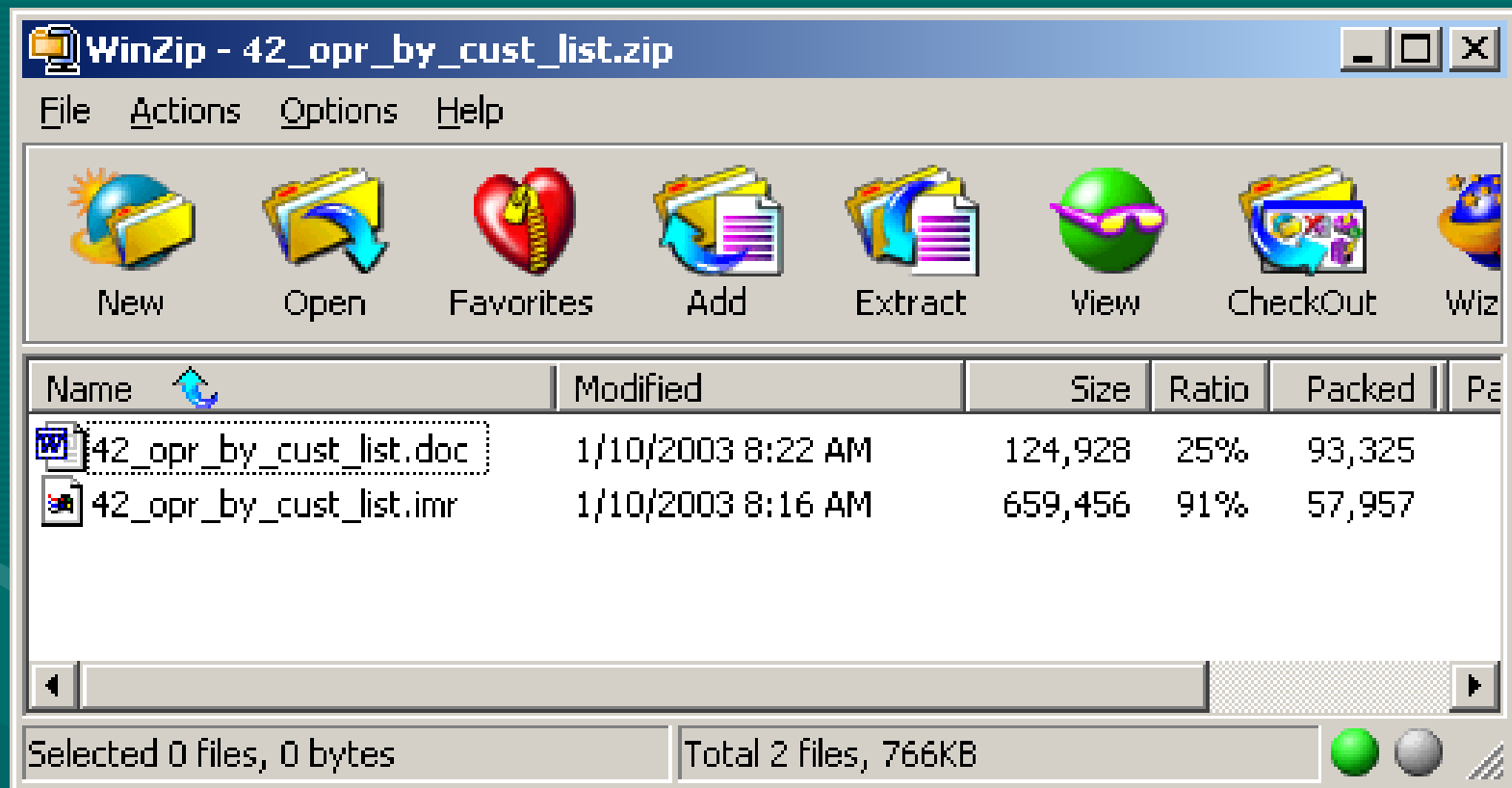
# It is Saved



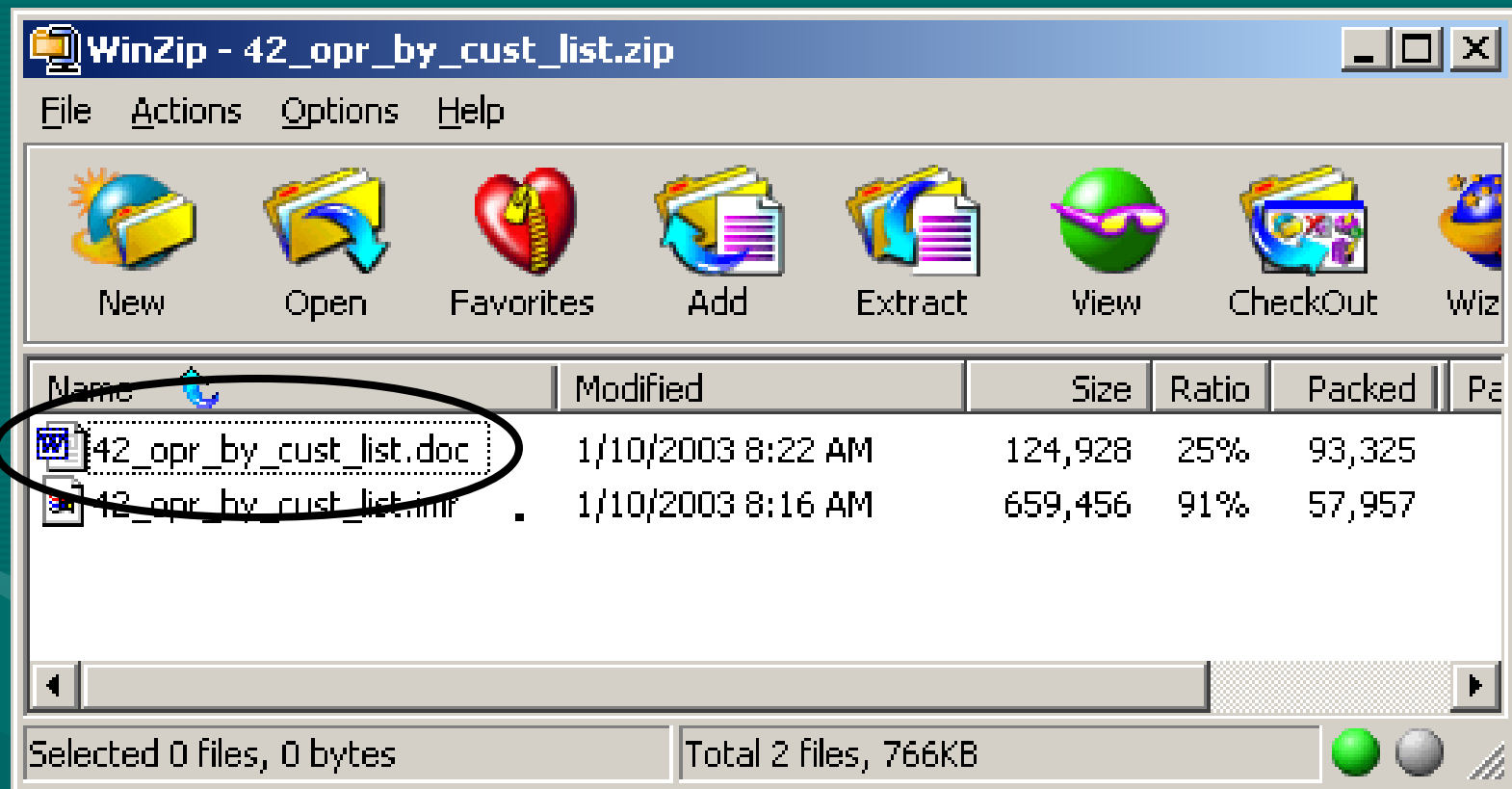
# Find the File and Unzip It



# Note That There is a Word Document and an .imr



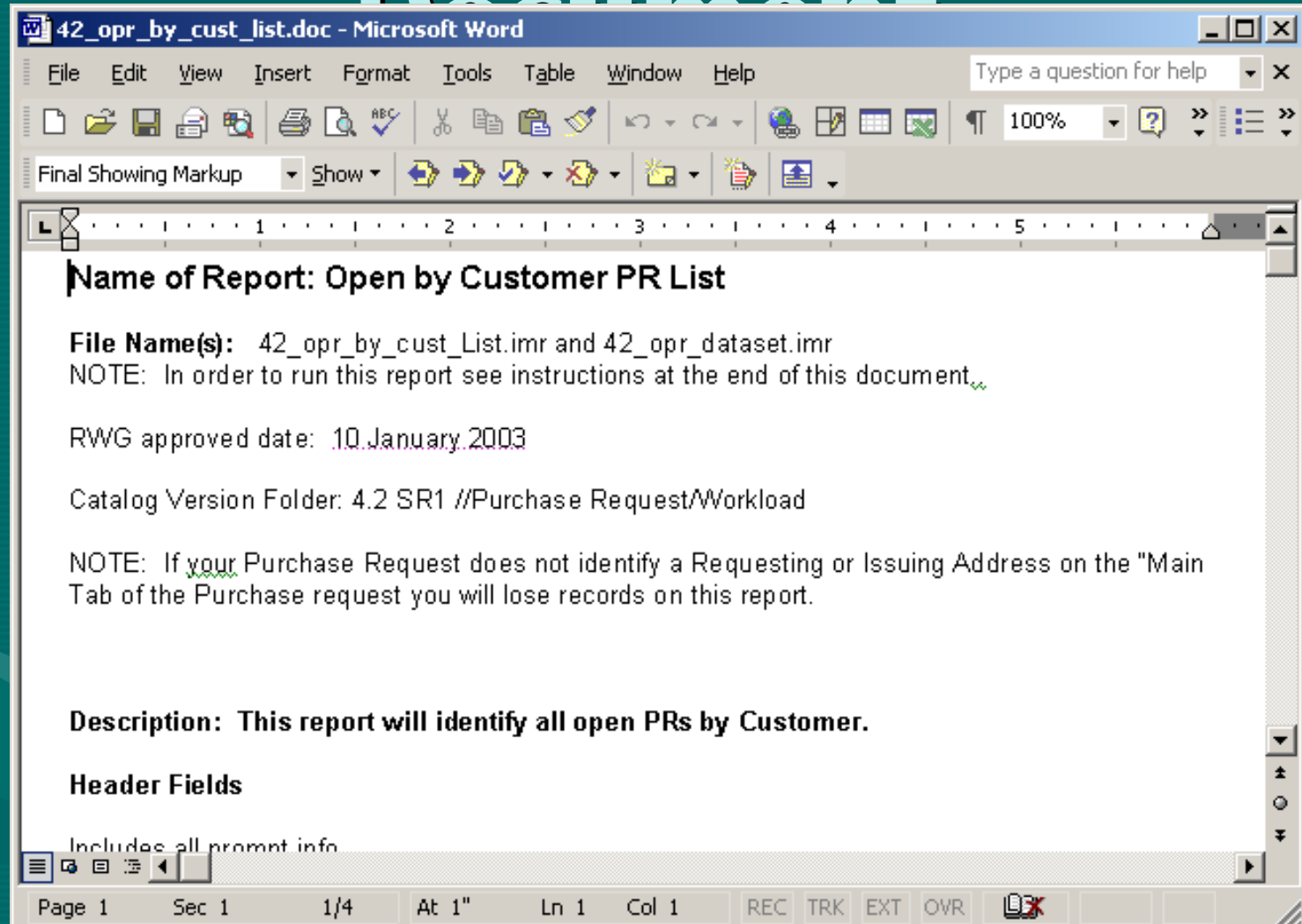
# Read the Word Document





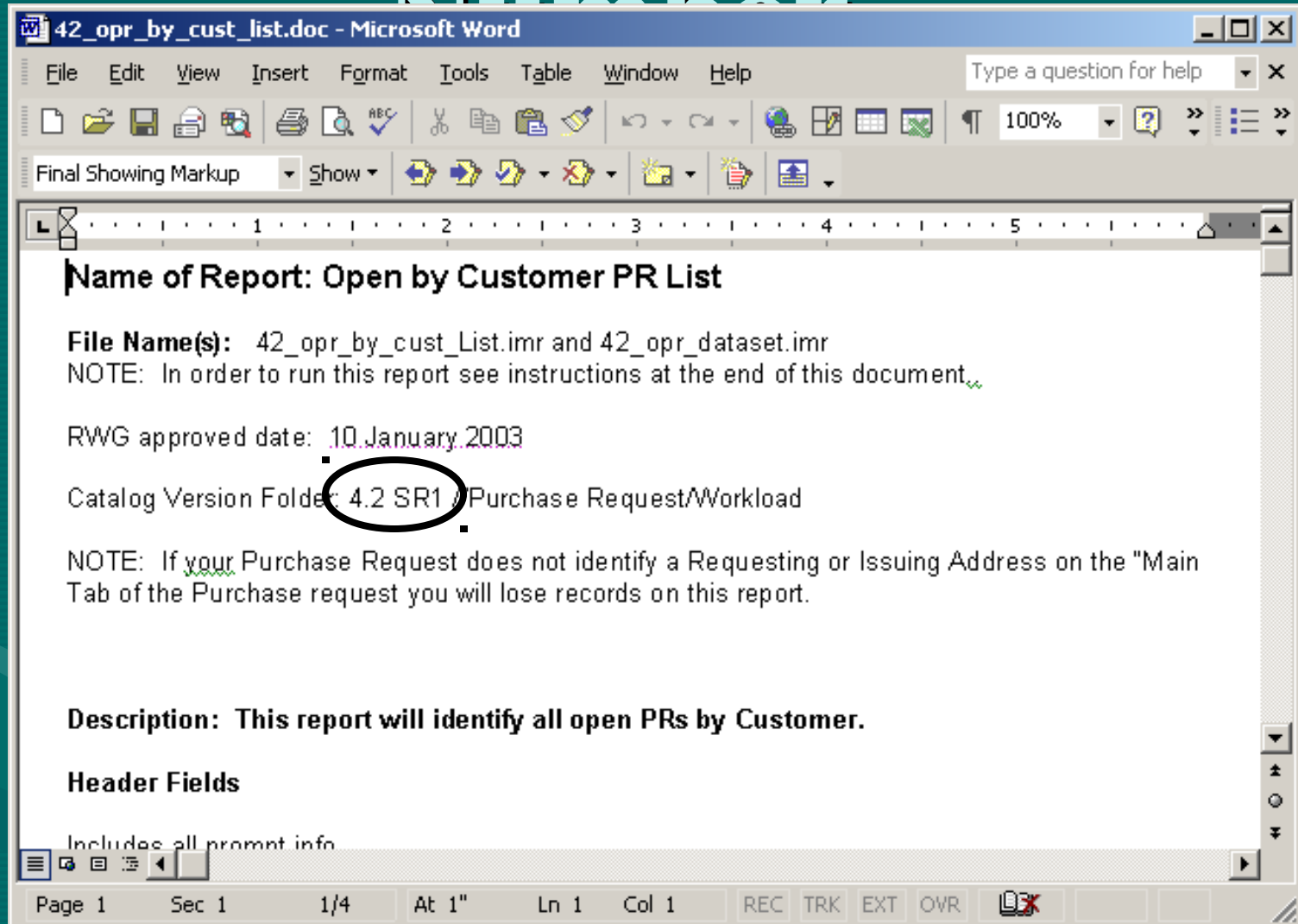
# Open the Word

## Document

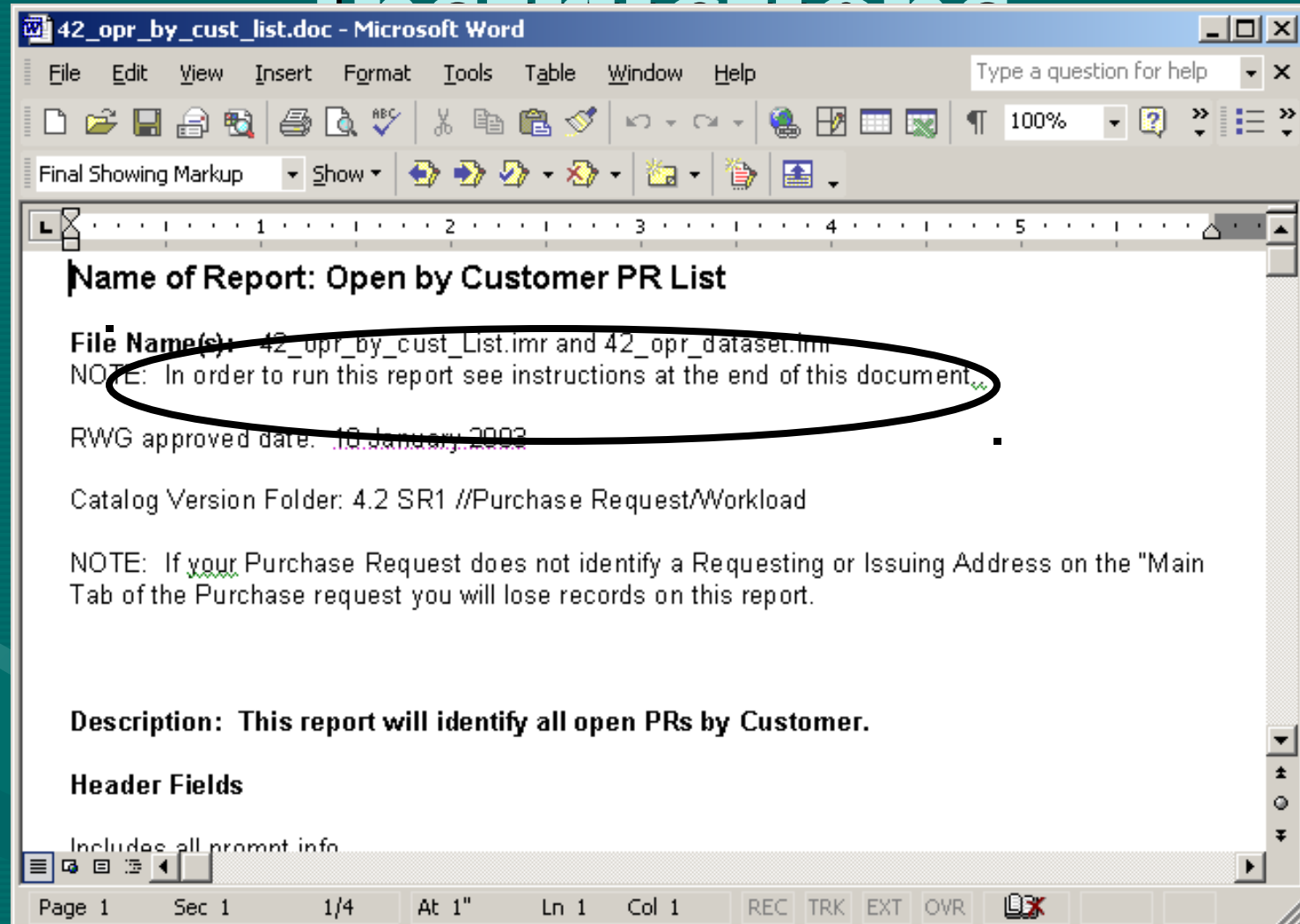


# Note the Catalog

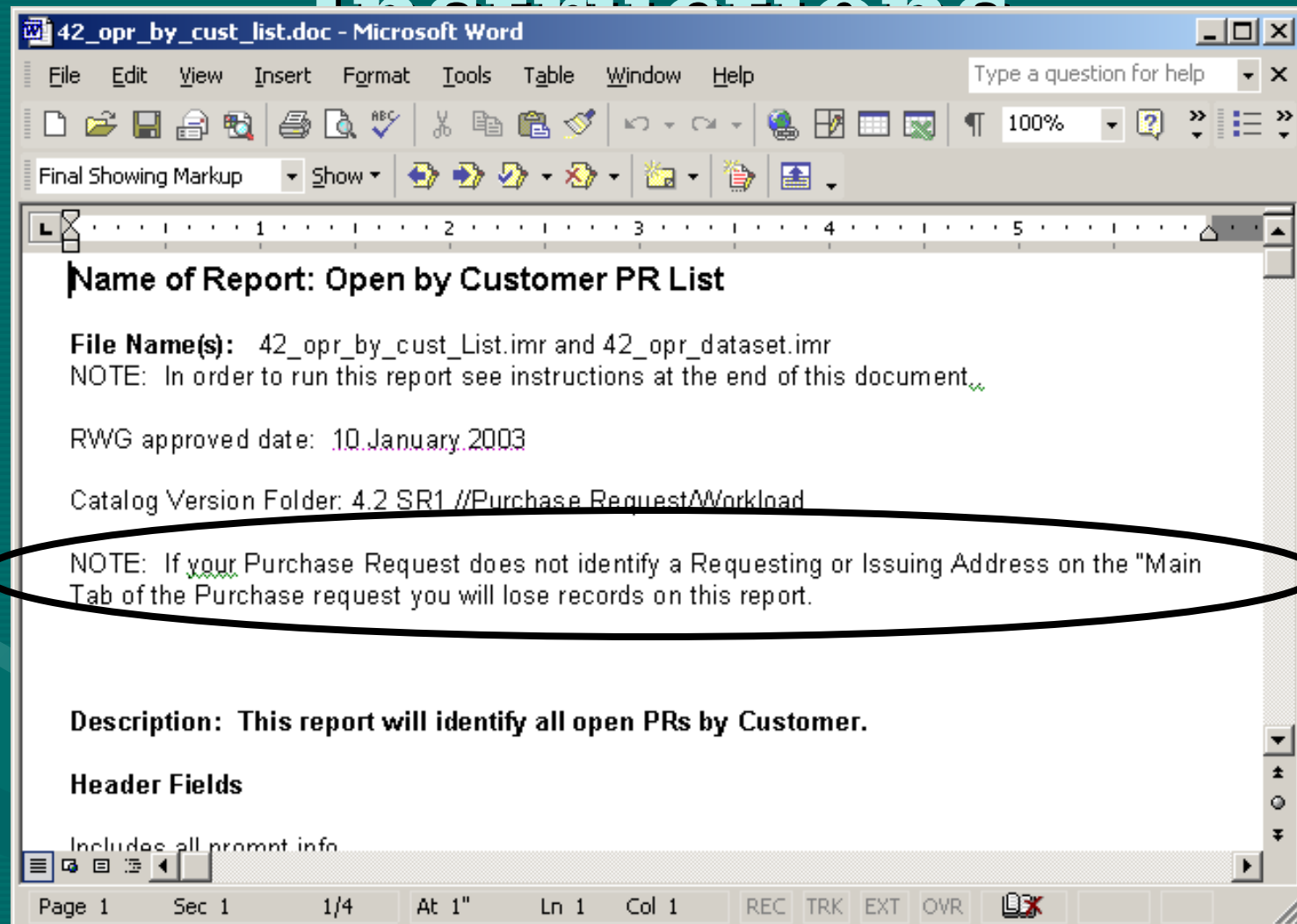
## Number



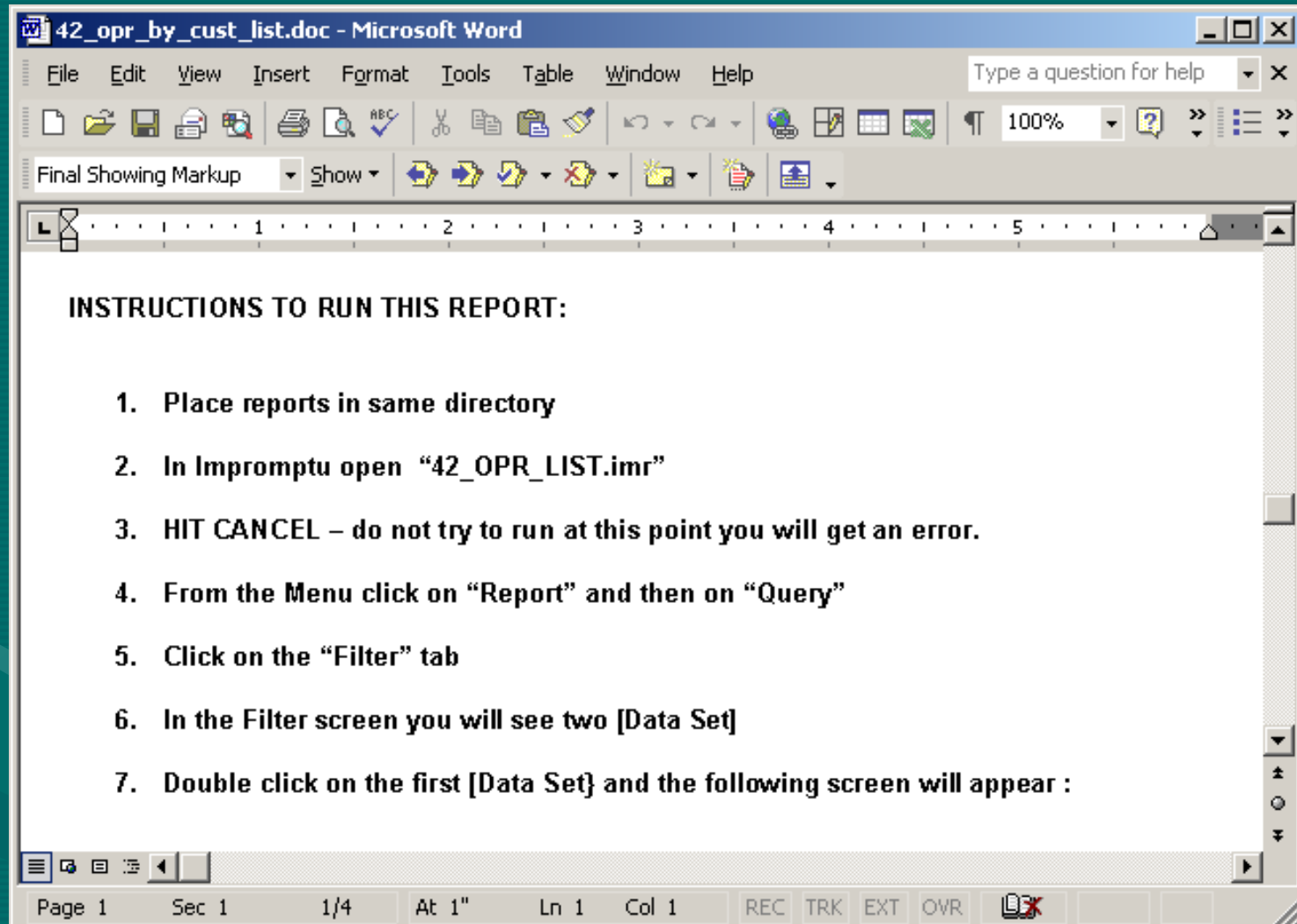
# Note the Special Instructions



# Additional Special Instructions



# Instructions



## Document

Date: 1/10/2003

Total Funded: \$10,457,374,947.04

PRs &lt; 30 Days Old: 13

PRs&gt; 30 Days Old: 5

PRs &gt; 60 Days Old: 10

PRs &gt; 90 Days Old: 18

PRs &gt; 120 Days Old: 903

Total #: 949

PR Number	Total Funded Amount	PR Description	Rqn Date	PR Owner	Not Released	Pri	Days Old
SRAN: 0000000							
Total Number if PR's for customer: 1							
Total Funded Amount for Customer: \$25.00							
0000000002	\$25.00	Copy of 0000001	1/9/2003	pat			0
SRAN: 1200-0							
Total Number if PR's for customer: 1							
Total Funded Amount for Customer:							
1200-0300		Purchase Request	6/4/2002	pat			219
SRAN: AA03JU							
Total Number if PR's for customer: 2							
Total Funded Amount for Customer:							
AA03JUND10001		Telecommunications Request	6/3/2002	knepper			220
AA03JUND10001/A		TR Mod	6/3/2002	knepper			220
SRAN: AA15JA							
Total Number if PR's for customer: 2							
Total Funded Amount for Customer:							

# Need Help?

- Questions
- Contact your RWG MAJCOM rep
- Contact Tessie Dunaway @ DSN 872-3466
- Contact Larry Faems @ DSN 596-6090
- If you need help in another language, contact Karl Gerhards